

**Caldwell Housing Authority
July 24, 2015 Regular Meeting Minutes
At Indian Creek Steakhouse**

Board Members Present: Patricia Benedict, Estella Zamora, Phares Book, Jim Porter, Marisela Pesina and Sid Freeman

Staff Members Present: Mike Dittenber, Cheri Hess and Ruben Buenrostro

In Order of Business:

1. Roll call and call to order:

Patricia Benedict called the meeting to order at **12:10 p.m.**

2. Review of the June Minutes:

After reviewing the June minutes, Jim Porter made the motion to approve the minutes; seconded by Estella Zamora and approved by the Board at **12:013 p.m.**

3. Financial Report:

Cheri presented the Financial Report for the month of June, 2015. After reviewing the financials, Maricela Pesina made a motion to approve the June Financial Report; seconded by Phares Book and approved by the Board at **12:28 p.m.**

4. Director's Report

Mike briefly discussed the need to hire an intern to update CHA Diminished Need Report. He would likely reach out to the College of Idaho.

5. Old Business

Mike informed the board that the sewer line project would be completed in the next few weeks and he would start negotiating fees and payments with the other agencies. There will be a substantial completion meeting in the coming days and all parties will walk through the project.

6. New Business

Mike told the board that he has received a couple complaints from tenants that staff was short and inconsiderate with them. He said he worked through those complaints with both the tenant and the staff and indicated he would schedule Customer Service training for August 28, 2015. Mike invited the board members to attend the training.

Finally, Mike spoke about the need to increase rents to cover rising costs. He presented the board with a suggest rent schedule and indicated that any proposed rent increase needed to be submitted to Rural Development by the first of October. There was much discussion about the current housing market and the shortage of rental housing. Mike said he would bring more information back to the Board during the next couple meetings.

Adjournment:

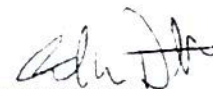
Meeting adjourned at 2:38 p.m.

Certified:



President, Board of Directors





Executive Director